

APPENDIX B - Visitor Rules and Regulations

Utah State Prison

VISITOR RULES AND REGULATIONS

The Visitor has the responsibility of reading visiting rules, which are available on the UDC web page or through the visiting department. Not all the rules for visiting are listed below. There may be area's that have additional rules and procedures.

Visiting Regulations:

- * Visitation is a privilege, not a right, afforded to inmates/visitors under the jurisdiction of the UDC.
- * Visitors shall comply with all UDC rules, policy and procedures.
- * Visitors are subject to search of their person, personal belongings, or vehicle upon entering all DIO facilities. Visitation may be denied for failure to submit to a search request.
- * Illegal and nuisance contraband is strictly prohibited.
- * Falsification of any visiting forms may result in a visiting suspension.
- * Visitors who have questions regarding the rules, regulations and procedures are responsible to ask visiting staff questions in order to thoroughly understand them.
- * Visitors not in compliance with visiting rules shall be warned and/or required to leave the visiting area.
- * Visiting rules apply without exception to all Utah Correctional facilities. In addition, due to the security problems unique to maximum-security facilities and off property medical locations, further and more specific visiting procedures apply in those areas.
- * All adult visitors shall submit a renewal form annually. If it's been identified by visiting staff that a visitor has exceeded the 12 months without submitting a renewal form, the visiting staff shall notify the inmate or visitor. If visiting staff has not received a renewal form within 30 days, they shall remove the visitor from the inmate's visiting list.
- * All minor visitors will be automatically removed from an inmate's visiting list, without notification, on the minor's 18th birthday. It is the responsibility of the inmate to submit an adult application, prior to the minor's 18th birthday.
- * All visits will be conducted in English.

General Visitor Rules:

- * Visitors shall access only those areas specifically designated as visiting areas.
- * Visitors and inmates should remain seated during their visit at all times, and they should remain three feet or more from any wall or door in the visiting area.
- * The inmate and visitor shall conduct themselves in a quiet, responsible manner.
- * Visitors shall leave promptly when the visit is over.
- * Visitors shall not be permitted to leave and re-enter the visiting area during a visit.
- * Visitors restroom facilities shall be off-limits to inmates.
- * Visitors are not permitted access to inmate restroom facilities.
- * Children shall not be allowed to use restrooms without supervision by the visiting parent or other approved adult.
- * Any visitor found in possession of nuisance or illegal contraband may have their visiting privileges suspended, restricted or revoked and their name removed from the inmate's visiting list pending a review. Visitors with illegal contraband shall be referred to the Shift Commander, for criminal prosecution.
- * Visitors with babies shall bring no more than one transparent baby bottle and no more than two diapers into the visiting area, no sippy cups allowed.
- * Sanitation problems caused by children shall be taken care of immediately by the visitor.

- * Tobacco products, matches, and lighters are prohibited in the visiting areas.
- * Food items (gum, candy, etc.) from outside the prison shall not be allowed.
- * Visitors shall not be permitted to bring pets or other animals onto prison property. Seeing-eye dogs are permitted.
- * Visitors shall not be permitted to bring cameras or audio/video recording devices, cell phones or pagers into the visiting area.
- * Visitors shall visit with only the inmate they are approved to visit; inmates and visitors shall not visit with other visitors or other inmates during their visiting time.
- * Those visitors who have approval to be on more than one inmate's visiting list, shall only visit with one inmate per visiting session. The Warden/designee shall make exceptions in writing, on a case-by-case basis.

Visitor Conduct:

- * Sexual conduct between inmates and visitors such as petting, fondling, prolonged kissing or bodily contact is prohibited.
- * Any visitor/inmate who displays inappropriate or abusive behavior, foul and/or abusive language, or refuses to comply with UDC rules, policies or procedures, shall be denied entry into the visiting room or, if already in the visiting room, shall be required to leave the visiting-area immediately.
- * Any visitor who exhibits characteristics that would indicate that they might be under the influence of drugs or intoxicants shall be detained and the matter referred to the Shift Commander.
- * Inmates and the escorting adult visitor are responsible for the behavior of visiting children.

Visitor Dress Standard:

- * All attire must be conservative to enhance a family atmosphere.
- * All visitors shall adhere to the following visitor dress standard:
 - + visitors must be fully clothed;
 - + visitors must wear shoes or sandals;
 - + dresses and/or skirts, including slits in the garments, shall cover the kneecap when standing.
 - + Capri's are allowed but they are defined as mid calf in length.
 - + buttons and zippers must remain fastened; and
 - + adults and physically mature minor female visitors must wear a bra and undergarments.
- * The following types of clothing shall **not** be allowed:
 - + any clothing, which resembles inmate-issued clothing;
 - + camouflage-patterned items (i.e. military-type clothing or military fatigues);
 - + transparent, sheer clothing;
 - + shorts and culottes
 - + dresses and skirts that have slits that expose the knee when standing;
 - + open weave sweaters or blouses (i.e. lace);
 - + medical clothing (i.e. scrubs);
 - + strapless, tube tops, halter, low cut/backless, spaghetti straps or tops that expose the midriff; sleeveless tops/dresses, tank tops that expose the chest, shoulder and back. Wrap-around dresses/shirts;
 - + layered clothing;
 - + tight fitting clothing, i.e. spandex,
 - + attire displaying obscene/offensive, derogatory language or drawings;
 - + attire displaying gang association/gang-related depiction; and/or
 - + hats, hoods, caps, shawls, or scarves.
 - + Children under the age of ten may wear shorts and/or sleeveless shirts.
 - + All visitors must clear the metal detector. Visitors with implanted devices, which trigger

- the metal detector, must indicate its specific location in the body. These visitors shall provide documentation for the implanted device(s). These visitors may be asked to submit to a clothed pat search prior to the beginning of each visit.
- + Personal property such as purses, wallets, paper money, coats, sweaters (used as an outer garment), blankets, writing paper, writing instruments, pictures, letters, etc are not permitted in the visiting area.
- + Visitors may not be permitted to bring in more than two keys (vehicle keys only). The keys should be on a small key ring.
- + The Department shall not be responsible for the loss of personal items brought on UDC property.

Processing Visitors Entering Visiting Area:

- * Visitors 16 years of age and older shall present a governmental issued identification prior to being permitted to visit.
- * Visitors shall be screened with a metal detector, and must clear the metal detector, prior to visiting.
- * Visitors are subject to a search (i.e. ionizer, property, vehicle search) upon entering the prison and/or visiting area. Visitations may be denied access for failure to submit to a search request. Visitors may refuse a search at any time, but shall immediately leave the Prison and shall not be allowed to visit.
- * Visitor access should not be permitted during any scheduled visiting session if less than 30 minutes remain in the visiting session.
- * A maximum number of five visitors, including minors, will be allowed to visit an inmate per visiting session.

General Visiting Times and Duration:

- * Visiting times shall be scheduled, and posted in advance.
- * Visitors shall not exceed two hours per visit per day.
- * Level I and Level II inmates shall not exceed one and one-half hours per visit.
- * The Inmate's Privilege Matrix Level shall determine the number of visits allowed per week/month.
- * Exceptions shall be evaluated on a case-by-case basis.

Level I and Level II Inmate Visiting:

- * All visits shall be barrier.
- * Inmates and visitors shall remain seated on the chairs/benches provided during visits.
- * Additional rules unique for maximum security include:
 - + Visitors shall present themselves to the VDS (Vehicle direction Station) officer for clearance to the Uinta facility
 - + Visitors may store personal items in the lockers provided.